



TETON COUNTY EMPLOYMENT APPLICATION

The County is committed to providing equal employment opportunities and a work environment free from harassment to all individuals without regard to race, creed, color, religion, ancestry, national origin, sex, age, disability (except where disability is a bona fide occupational disqualification), veteran status, or other factors identified and protected by federal, state, and local legislation. This includes, but is not limited to recruitment, selection, compensation, benefits, training, placement, transfers, promotions, terminations, and leaves of absence.

PERSONAL INFORMATION

Name: _____

Mailing Address: _____ Home Phone Number: _____

Physical Address: _____ Cell Phone Number: _____

E-mail Address: _____ Business Phone Number: _____

Do you have military experience in the Armed Forces of the United States? Yes No

Are you legally authorized at the time of hire to work in the United States? Yes No

PLACEMENT INFORMATION

Position Applying for: _____

Salary Requirements: _____ per hour month annual

Date Available to Start: _____ Status desired: Full Time Part Time Seasonal

How did you learn of this opening? _____

Related Skills: (list only those pertinent to the position applying for)

EDUCATION

<u>School Name, City & State</u>	<u>Last Year Completed</u>	<u>Did you Graduate?</u>	<u>Major Course of Study or Degree Obtained</u>
High School _____		Y N	_____
College _____		Y N	_____
Post Graduate _____		Y N	_____

Career Education (Additional Courses, Trade Schools, Seminars, etc.) Briefly describe course, length of program & when it was completed:

Is your Resume attached? Yes No

PREVIOUS EMPLOYMENT

Beginning with your current, or most recent job, list your last three employed positions:

Employer: _____ Phone #: _____
Address: _____
Position Title: _____ Supervisor's Name: _____
Job Duties: _____ May we contact? Y N
Employment Dates: _____ to _____ Final Salary: _____
month / year month / year Note: Hourly / 2-Weeks / Monthly / Annual
Reason for Leaving: _____

Employer: _____ Phone #: _____
Address: _____
Position Title: _____ Supervisor's Name: _____
Job Duties: _____ May we contact? Y N
Employment Dates: _____ to _____ Final Salary: _____
month / year month / year Note: Hourly / 2-Weeks / Monthly / Annual
Reason for Leaving: _____

Employer: _____ Phone #: _____
Address: _____
Position Title: _____ Supervisor's Name: _____
Job Duties: _____ May we contact? Y N
Employment Dates: _____ to _____ Final Salary: _____
month / year month / year Note: Hourly / 2-Weeks / Monthly / Annual
Reason for Leaving: _____

REFERENCES

Name: _____ Phone #: _____
Personal or Professional?
Name: _____ Phone #: _____
Personal or Professional?
Name: _____ Phone #: _____
Personal or Professional?

Have you ever been convicted of any law violation (including any plea of "guilty" or "no contest" or whether you are currently subject to a deferred sentence) except a minor traffic violation?

No

Yes

If yes, state the crime(s) you were convicted of and explain the date, location, nature, and facts surrounding each conviction. Use an attachment sheet if necessary.

A conviction or deferment does not automatically disqualify you from employment, since the nature and date of the offense, the job for which you are applying, and other factors will be considered.

Have you applied, or been employed with Teton County before?

Yes

No

If yes, please explain: _____

Languages Spoken, Written or Read (note fluency): _____

Are you over 18 years of age?

Yes

No

PLEASE READ CAREFULLY

The information provided on this application is accurate to the best of my knowledge and is subject to verification. I understand that proof of U.S. permanent residency or authorization to work in the U.S. is required upon employment. I understand that I must answer truthfully all of the questions on this application. I also understand that if I do not, I may be refused employment or terminated if I am a current employee.

If employment results from this application, I understand that additional personal data will be required to determine if I am eligible for benefits and for statistical/ governmental reporting purposes.

I understand and acknowledge that prior to and/or during employment, I may be required to submit to medical testing for alcohol and/or illicit and/or controlled substances, and hereby consent to such testing.

I understand and acknowledge that prior to employment, should my position require the handling of cash and monies, I may be subject to a criminal background investigation.

I authorize all previous employers and listed references to furnish whatever information they may have regarding my employment and my reason for leaving.

I understand that my employment and compensation with Teton County is at will and can be terminated, with or without cause, and with or without notice, at any time, at the option of either the employer or myself.

Applicant's Signature _____

Date _____

Note: For Electronic Submission please email completed application along with any supporting documents such as resume, references list or introduction letter to the contact associated with the specific job description. In the body of your email include your full name, a contact number and the statement: **"Please accept my email signature as acknowledgment to and authorization for the terms and conditions of this application"**